

# “And Justice For All”

CACFP Civil Rights Certifications



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# Civil Rights Guarantee

The Child and Adult Care Food Program (CACFP) is a federally funded USDA program committed to assuring that CACFP benefits are made available to all eligible individuals without regard to **race**, **color**, **national origin**, **sex**, **age** or **disability**.

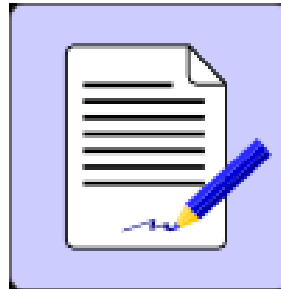


# Certifications

The application to participate in the Child and Adult Care Food Program includes **ten** civil rights certifications.

**What are these certifications?**

**What do you agree to when you sign your name?**



# **1. Certification to comply with Title VI of The Civil Rights Act of 1964**

## **Assures that:**

- ✓ As a recipient of USDA financial assistance, you will not exclude or discriminate against any person because of race, color, national origin, sex, age or disability.

## 2. Certification to read the Civil Rights Instructions and Guidance

**Assures that:**

- ✓ You will follow the Civil Rights Instructions and Guidance document: (click once on the link )

# 3. Certification of Staff Training

## Assures that:

- ✓ You agree to provide annual training on CACFP operations and Civil Rights.
- ✓ Staff training is provided to your new employees.
- ✓ Training records are kept and include agenda, time, date, presenter, topics, handouts and signatures of all attendees.

## 4. Certification To Attend Training

### Assures that:

- ✓ You will complete the annual civil rights training provided by the State Agency.



## 5. Certification of Non-discrimination Non-pricing Statement

### Assures that:

- ✓ You agree all participants will be served the same meal at no separate charge regardless of race, color, national origin, sex, age or disability and with no discrimination in the meal service.





## 6. Certification of Admission and Recruitment

### Assures that:

- ✓ Your admission and recruitment policies do not restrict/deny enrollment or create a barrier to participation by any of the 6 protected classes.



## 7. Certification of Public Notice

### Assures that:

- ✓ You agree to contact 3 grassroots organizations, including those serving minority populations, announcing your participation in the CACFP.
- ✓ A copy of your contact to these 3 organization is kept on file.
- ✓ The non-discrimination statement is included on all leaflets, handbooks, bulletins, newsletters and websites given to the public.

## 8. Certification of Parent Notification

### Assures that:

- ✓ Parents are notified of your participation in the CACFP.
- ✓ The “Justice For All...” poster is displayed in a prominent location at the public entrance to your business. The non-discrimination statement is included in the parent handbook.

## 9. Certification of News Release

### Assures that:

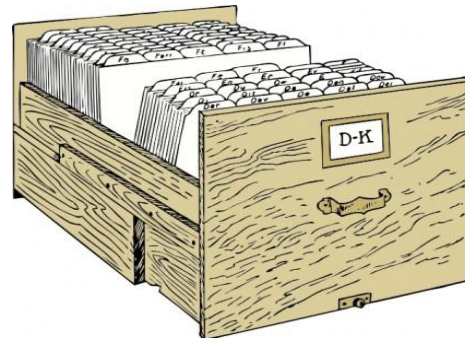
- ✓ You understand that the State Agency, on your behalf, issues an annual news release in regional newspapers that announces institutions participating in the CACFP.



# 10. Certification of System to Document Complaints

## Assures that:

- ✓ You have a procedure in place for civil rights complaints and that complaints are documented.



Civil rights compliance is ongoing.  
As recipients of USDA funds,  
Institutions certify that they will  
fulfill CACFP civil rights  
requirements.



**To complete your FY14 Civil Rights Training,  
please click once on the following link:**

<http://www.surveymonkey.com/s/N6NZ8MQ>

*Thank you!*